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CONSTITUTION

AND

BY-LAWS

OF THE

New England Historic-Genealogical SOCIETY.

CIRCULAR NUMBER FOUR.



JANUARY, 1858.

BOSTON:

HENRY W. DUTTON AND SON, PRINTERS,

Nos. 33 and 35, Congress Street.

M.DCCC.LVIII.



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CONSTITUTION.

REVISED AND ADOPTED, JULY 11, 1855.

ARTICLE 1.—The Society shall be called THE NEW ENGLAND HISTORIC-GENEALOGICAL SOCIETY.

ARTICLE 2.—The objects of the Society shall be to collect, preserve and disseminate the local and general history of New England, and the Genealogy of New England families.

ARTICLE 3.—The Society shall be composed of Resident, Corresponding and Honorary Members, who shall be elected by ballot, having been nominated by the Board of Directors.

ARTICLE 4.—Every person elected a member of the Society shall become such by signifying his acceptance to the Corresponding Secretary, in writing; and any member may withdraw from it, at any time, by certifying his intention of so doing to the Recording Secretary, in writing, and paying all dues to the Treasurer.

ARTICLE 5.—Each Resident Member shall pay into the Treasury, on his admission, the sum of three dollars, and two dollars annually; and if he neglects or refuses to pay said tax for two years, he shall forfeit his membership, unless the Board of Directors shall otherwise order.

ARTICLE 6.—The Officers of the Society shall be a President: a Vice-President for each of the New England States; an Honorary Vice-President for such other of the United States as the Society, by vote, may determine; a Corresponding Secretary; a Treasurer; a Recording Secretary; a Librarian; and a Board of Directors.

ARTICLE 7.—The President, the Vice-President for Massachusetts, the Corresponding and Recording Secretaries, and the Treasurer, shall constitute the Board of Directors.

ARTICLE 8.—The Society shall meet quarterly in the city of Boston, on the first Wednesdays of January, April, July and October, to transact business; and at such other times as the Board of Directors shall appoint.*

[* The Board of Directors have appointed stated meetings to be held on the first Wednesdays of each month of every year, at 3 o'clock in the afternoon.]

ARTICLE 9.—The Officers of the Society shall be chosen at the January meeting, by ballot, and at any other stated meeting when a vacancy shall have occurred.

ARTICLE 10.—By-Laws for the more particular government of the Society, may be made or amended by a vote of three-fourths of the members present at any regular meeting thereof, notice of the same having first been given and entered upon the records at a previous meeting of the Society.

ARTICLE 11.—No alteration of this Constitution shall be made except at a quarterly meeting, on recommendation of the Board of Directors, and by a vote of three-fourths of the members present; notice of the proposed alteration having first been given and entered upon the records at a previous regular meeting of the Society.

B Y - L A W S.

REVISED AND ADOPTED, OCTOBER 3, 1855.

ARTICLE 1.—To accomplish the objects of the Society, it shall be the duty of its members to seek genealogical and historical information by correspondence, to procure pamphlets, books, written communications, records and papers, ancient or modern, which may in any way contribute to the accomplishment of the end of its formation.

ARTICLE 2.—All donations shall be entered in the records of the Librarian, by specifying them, the time of their reception, together with the name of the donor; and all such donations shall be acknowledged by the said Librarian, by letter, with a tender of the thanks of the Society for the same.

ARTICLE 3.—All written communications shall be deemed the property of the Society, unless the right to such be specially reserved by their authors or depositors.

ARTICLE 4.—No manuscripts shall be taken from the library of the Society, without permission from the Board of Directors.

ARTICLE 5.—The Corresponding Secretary shall conduct the general correspondence of the Society.

ARTICLE 6.—A publishing Committee, of three or more, shall be appointed in October by the Board of Directors.

ARTICLE 7.—The Society, at the annual meeting, shall choose two other Standing Committees, to consist of five members each: the first on Finance, and the second on the Library. These Committees shall hold monthly meetings for the transaction of business.

ARTICLE 8.—The Committee on Finance, of which the Treasurer shall be, *ex officio*, a member, shall make a monthly examination of the books and accounts of the Treasurer; examine and report upon such motions involving the expenditure of money as shall be made at any meeting; and have a general supervision of the Finances of the Society.

ARTICLE 9.—The Committee on the Library, of which the Librarian shall be, *ex officio*, a member, shall solicit donations to the Library; determine what books may be taken from the room by the members; decide upon the arrangement of the books and pamphlets on the shelves, and upon the manner in which they shall

be catalogued ; oversee the cataloguing thereof ; and have a general supervision of the Library and room.

With the consent of the Board of Directors, this Committee may make donations and exchanges with the duplicate books and pamphlets ; but a full and particular record of the same shall be kept by the Clerk of the Committee.

ARTICLE 10.—An Historiographer shall be chosen at the annual meeting, whose duty it shall be to collect and preserve materials for a history of the Society, and for biographies of its members. Whenever it is deemed advisable he shall prepare the same for publication.

ARTICLE 11.—It shall be the duty of the Board of Directors to superintend and conduct the prudential and executive business of the Society, and to see that its Constitution be complied with, and that its By-Laws be duly enforced.

ARTICLE 12.—The January meeting shall be the time for the payment of the annual tax.

ARTICLE 13.—Resident and Life members only shall be entitled to vote at the meetings of the Society, to hold the office of Director, or be members of either of the Standing Committees.

ARTICLE 14.—No person who resides in New England shall hereafter be chosen a Corresponding member ; and Corresponding members from other States, coming into New England to reside, shall cease to be such ; but, on application, may become Resident members.

ARTICLE 15.—The payment of fifty dollars for that purpose, by himself or others, shall constitute any Resident, Corresponding or Honorary member, a Life member of the Society ; and said Life member shall be free from assessments and entitled to all the rights and privileges of Resident members during his Life.

ARTICLE 16.—The Treasurer shall have charge of all moneys belonging to the Society ; shall collect all fees and taxes ; shall pay all accounts against the Society, when approved of by the Board of Directors ; shall keep a full account of all receipts and expenditures, in a book belonging to the Society ; and shall at each annual meeting, and at other times, if required by the Board of Directors, present a detailed report of the same, in writing.

ARTICLE 17.—The Librarian shall take charge of the books, pamphlets, manuscripts, and all other things belonging to the Society, or deposited for its use ; shall purchase books, under the instruction of the Board of Directors ; shall make out a correct catalogue of the works belonging to the Society, keep a record of such as are taken out, and shall report at the annual meeting, and at such other times as the Board of Directors shall appoint, concerning the Library. He shall have charge of the rooms of the Society, and make, or cause to be made, all suitable preparations for holding its meetings.

ARTICLE 18.—A majority of the Board of Directors shall constitute a quorum.

ARTICLE 19.—The order of proceedings at the meetings shall be this, viz.:—

1. Read the records of the preceding meeting.
2. Announce donations.
3. Read letters received in correspondence.
4. Attend to unfinished business.
5. Read written communications.
6. Receive verbal communications.
7. Transact business specially introduced.
8. Propose candidates for admission.

ARTICLE 20.—All motions submitted at any meeting of the Society, shall, on the request of the presiding officer, be submitted in writing.

ARTICLE 21.—It shall be the duty of the Recording Secretary to keep a faithful and full record of all the proceedings of the Society at its meetings; and, to prevent omissions and misconceptions, it shall be the duty of the said Recording Secretary to keep a separate record of said proceedings, and to read it at the next succeeding meeting, that errors, should any appear, may not be entered upon the permanent book of the records of the Society.

[*Adopted January 7, 1857.*]

ARTICLE 22.—All elections to membership that are not accepted within one year from the date thereof shall be void, unless otherwise ordered by the Directors.

A true copy from the Records,

JOHN WARD DEAN,

BOSTON, November 13, 1857.

Recording Secretary.

N. B. Genealogical investigation being one of the principal objects of this Society, it seems desirable that some facts concerning its members and their family history should be preserved. Each member who has not already furnished such facts is, therefore, invited to send to the Historiographer, Joseph Palmer, M. D., his own name in full, and the place and date of his birth;—the names of his father and mother in full, and the places and dates of their birth, and (when dead) their death;—and such other information of this kind as may be convenient. Relatives and friends of *deceased* members are invited to send the like information, adding the place and date of death.

Officers of the New England Historical and Genealogical Society for the Year 1858.

President,

SAMUEL GARDNER DRAKE, Esq., of Boston.

Vice Presidents,

<i>Massachusetts.</i>	Hon. FRANCIS BRINLEY of Boston.
<i>Maine.</i>	Hon. WILLIAM WILLIS of Portland.
<i>New Hampshire.</i>	Hon. NOAH MARTIN of Dover.
<i>Vermont.</i>	Rev. JOHN WHEELER, D. D., of Burlington.
<i>Rhode Island.</i>	Hon. WILLIAM R. STAPLES of Providence.
<i>Connecticut.</i>	Rev. LEONARD BACON, D. D., of New Haven.

Honorary Vice Presidents,

<i>New York.</i>	Hon. Millard Fillmore of Buffalo.
<i>New Jersey.</i>	Hon. Joseph C. Hornblower of Newark.
<i>Pennsylvania.</i>	Hon. Samuel Breek of Philadelphia.
<i>Maryland.</i>	S. F. Streeter, Esq., of Baltimore.
<i>North Carolina.</i>	Edward Kidder, Esq., of Wilmington.
<i>South Carolina.</i>	Rev. Thomas Smyth, D. D., of Charleston.
<i>Ohio.</i>	Hon. Elijah Hayward of McConnellsburg.
<i>Michigan.</i>	Hon. Lewis Cass of Detroit.
<i>Indiana.</i>	Hon. Ballard Smith of Cannelton.
<i>Illinois.</i>	Hon. John Wentworth of Chicago.
<i>Wisconsin.</i>	Cyrus Woodman, Esq., of Mineral Point.
<i>Iowa.</i>	Rt. Rev. Henry W. Lee, D. D., of Davenport.

Corresponding Secretary,

Rev. SAMUEL H. RIDDEL of Boston.

Recording Secretary,

WILLIAM M. CORNELL, M. D., of Boston.

Treasurer,

Mr. ISAAC CHILD of Boston.

Librarian,

Mr. EDWARD HOLDEN of Roxbury.

Historiographer,

JOSEPH PALMER, M. D., of Boston.

Standing Committees:

On Publication.

Rev. William Jenks, D. D., of Boston.
Hon. Francis Brinley of Boston.
Hon. Timothy Farrar of Dorchester.
Mr. John Ward Dean of Boston.
Mr. William H. Whitmore of Boston.

On Finance.

Sylvester Bliss, Esq., of Roxbury.
Mr. William E. Baker of Boston.
Jacob Q. Kettelle, Esq., of Boston.
Mr. C. Benj. Richardson of Boston.
Mr. Isaac Child of Boston, (<i>ex officio.</i>)

On the Library.

Mr. Thomas J. Whittenmore of Cambridge.
William Makepeace, Esq., of Boston.
Horace G. Barrows, M. D., of Boston.
Mr. Edward S. Rand, Jr., of Cambridge.
Mr. Edward Holden of Roxbury, (*ex officio.*)

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